

Professional Development Resources Available

The COVID-19 pandemic has caused us to make adjustments to all parts of our lives. Many people are now teleworking or working from home, which creates different challenges in day-to-day operations. In addition, these changes can be overwhelming, causing additional stress in our lives.

The Bureau of Training and Development has compiled a list of free professional development resources that are available to all staff. Topics vary, but the list concentrates on topics that are most relevant at this time, such as teleworking tips, virtual meetings, leadership, managing remote teams, etc. These courses and information are made available for free by a variety of organizations and companies during this situation. Click on title URL to be linked to the resource.

URL	Topic	Material Type	Source/Website	Notes	Event Date
Unpredictable times videos	Change Management	Video	Franklin Covey	Videos about unpredictable times.	
The Need for Critical Thinking in Crisis Situations is NOW	Communication; Decision Making; Critical Thinking	Webinar	Training Magazine Network	Learn basic skills in Critical Thinking that apply to Crisis Situations	4/30/2020 2:00pm
GCFLearnFree.org	Communication	Tutorials	GCFLearnFree.org	Offers more than 200 topics	
Great Life Great Career Podcast	Leadership	Podcast	Franklin Covey		
Leadership Lab Podcast	Leadership	Podcast	Franklin Covey	Influential leaders challenge the status quo of leadership.	
Leadership clips	Leadership	Video	Franklin Covey	Short videos on leadership	
Leadership with Scott Miller	Leadership	Video	Franklin Covey	Interviews, tools, articles and podcasts to help you become a better leader.	
Jhana Resources	Leadership	Article	Jhana by Franklin Covey	Case studies, articles, webinars and tools to help you support people leaders.	
The 7 Habits of Highly Effective People in 2020	Leadership; Effectiveness	Webinar	Training Magazine Network	Webinar shares content from the book.	4/21/2020 2:00pm
Empathy is the New Black: Engagement in Times of Crisis	Leadership; Engagement	Webinar	The Employee Engagement Group	Learn why the empathetic manager is the secret to maintaining employees.	4/15/2020 11:00am
Great Manager	Management	Article	Jhana	A management and leadership blog.	
Healthy Minds Program app	Mental Health	App	Center for Healthy Minds	Podcast lessons and meditation exercises	
A Method for Dealing with Feeling Stressed & Overwhelmed	Mental Health	Article	Zen Habits	We all experience stress, and we can let it rule our lives or we can learn from it.	
How To Respond To COVID-19 Anxiety With Kindness	Mental Health	Podcast	Wisconsin Public Radio	We talk to an expert about how to use mindfulness to combat anxiety.	
COVID-19 Well-Being Toolkit and Resources	Mental Health	Toolkit	Center for Healthy Minds	A list of resources to support well-being during this trying time.	

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Now is the Time to Be, not Do	Mental Health	Article		Without our regular activities we may start to question our purpose. But the slowdown is not necessarily a bad thing.	
Five tips to stay positive and healthy during social isolation	Mental Health	Article	University of Pennsylvania	In this strange new time, it's important to stay connected to the people you love.	
5 Tips to Face Your Anxiety	Mental Health	eLearning	trainingindustry.com		
7 Habits Coach Series	Mental Health; Leadership	Webinar	Franklin Covey	10 EPISODE WEBCAST SERIES.	
List of Massive Open Online Courses (MOOCs)	Professional Development	eLearning		Website with free online courses.	
What it takes to actually work from home	Telework	Video	Youtube/HBR	Quick YouTube video with tips for how to work from home effectively.	
Franklin Covey Resources	Telework	Website	Franklin Covey		
5 Ways to Improve Communication in Virtual Teams	Telework; Communication	Article	mit.edu		
Leading Remotely	Telework; Leadership	Article	mit.edu		
Working from Home for the First Time? 11 Tips to Make it Work for You	Telework; Mental Health	Article	LinkedIn.com	Prioritize your most important work, nurture your relationships, and keep yourself healthy and happy.	
Leader In Me	Telework; Mental Health; Families	Website	Franklin Covey	A resource website for families with video's, questions and activities	
Remote Working: Setting Yourself and Teams Up for Success	Telework; Virtual meetings	eLearning	LinkedIn Learning	Free LinkedIn courses on working remotely	
How to Make Your Presentations Accessible to All	Telework; Virtual meetings; Communication	How-to Guide	Web Accessibility Initiative	Guide to help you make your presentations accessible to all, including people with disabilities and others..	
Working from Home? Ten Tips to Look Professional on Zoom	Telework; Virtual meetings; Communication	Video		TEN TIPS for Looking Professional (and Gorgeous) on Zoom.	
Free Online Training	Telework; Virtual meetings; Mental Health; COVID-19	Course Catalog	Cornerstone OnDemand	Online training about COVID-19, stress management, working from home, etc.	
What It Takes to Run a Great Virtual Meeting	Virtual meetings	Article	HBR	Advice on running virtual meetings.	
Virtual meeting etiquette - 7 rules	Virtual meetings	Article	GoToMeeting	For all meeting participants	
Leading Virtual Meetings	Virtual meetings	eLearning	DDIWorld.com		